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Administration régionale KATIVIK Regional Government
P.O. Box 9 KUUJJUAQ (QUÉBEC) CANADA J0M 1C0

Kuujuuaq, March 3, 2016

Subject: Summer Challenge 2016 – To all organizations

It is now time to apply for the Challenge summer program offering summer jobs to the students in your community.

Our analysis will be based on the number of requests and also on last year's individual organization performance. Our main objective is to create the most jobs possible and help the most employers as we can.

See the enclosed documents explaining the terms and conditions of the program. The Sustainable Employment Department may reimburse **up to a maximum of 60%** of salaries offered up to a **maximum of 15.00\$/hour** of the wage costs to employers who give students an opportunity of work experience. The participants must be paid at least **\$10.75/hour**, which is the minimum wage that will be in effect as of May 1st 2016 in the province of Quebec.

The deadline to apply for the Challenge 2016 program is **APRIL, 30, 2016** (this does not apply to the Challenge Part-Time). We will not consider applications received after this date.

Please forward your request to ETprograms@krg.ca

For more information, please contact your Local Employment Officer – who may be able to assist you or refer you to the Program Officer responsible for your file. You can also email ETprograms@krg.ca with any inquiries.

Gina Jean
Program Officer
Sustainable Employment Department
Kativik Regional Government
gjean@krg.ca

Attached:

- Challenge 2016 criteria
- Application (electronic version is available at the following: <http://www.krg.ca/en/employment-a-training/programs>)
- Labor laws relating to the employment of children

Tel: (819) 964-2961 Fax: (819) 964-2934



SUSTAINABLE EMPLOYMENT – PROGRAM CRITERIA CHALLENGE PROGRAM

OBJECTIVE

To help students acquire work experience and offer jobs related to their studies or career goals during the summer time.

The coordinator must present a project that will:

- ✓ Offer a full-time job of a minimum of 30 and a maximum of 40 hours per week;
- ✓ Not result in the reassignment or replacement of employees in place, volunteers, laid-off employees, employees on leave or absent because of a collective agreement dispute;
- ✓ Offer at least the minimum hourly wage set for adults in the province of Québec.

ELIGIBLE PARTICIPANTS

Eligible participants are persons who are legally entitled to work in Canada. They must be permanent residents* of Nunavik. Priority is given to beneficiaries.

* As understood by Revenue Canada and according to ETISCD's mandate.

They must:

- ✓ Be of a minimum of 14 years of age;
- ✓ Have attended school on a full-time basis during the previous school year and have the intention to continue studying full-time the following school year (proof of attendance of school can be requested).

ELIGIBLE COORDINATORS

Individuals, businesses, organizations, educational institutions, public health establishments and municipal governments are eligible coordinators.

DURATION

Normally, from the period of time when school ends for the summer break to the period of time when it starts again; all activities must stop when school begins.



SUSTAINABLE EMPLOYMENT – PROGRAM CRITERIA
CHALLENGE PROGRAM

FUNDING

1- REIMBURSEMENT OF ELIGIBLE EXPENDITURES

Employment and Training may reimburse up to a maximum of 60% of the costs of eligible expenditures related to the approved objectives and activities of a project for the following coordinators: individuals, businesses, organizations, educational institutions, public health establishments and municipal governments.

Employment and Training may also reimburse up to a maximum of 100% of the costs of eligible expenditures related to the approved objectives and activities of a project for the following coordinators:

- ✓ Legally registered non-profit organizations, presenting a copy of their charter and most recent audited financial statements.

2- ELIGIBLE EXPENDITURES

The following types of expenditures may be paid in the Challenge Program, depending on the nature of the activities of the project.

Based on the above percentages, here are the eligible expenditures:

WAGE COSTS

Coordinators must pay wages in conformity with federal and provincial applying laws and regulations.

Salaries

Up to a maximum contribution of \$15/hour

Mandatory Employment Related Costs

Based on a total percentage representing the current rates paid by the coordinator, as established by federal and provincial governments



Application Form

etprograms@krg.ca

Kativik Regional Government
Sustainable Employment Department

For department use only	
File Number	
ET	
Date	
Received:	

IDENTIFICATION		
Employer / Individual:		
Mailing Address:		
City / Town / Community:	Province	Postal Code
Tel:	Email Address:	
Name of contact person:		
Project Title		

WHEN & WHERE	
Projected Start Date	
Projected End Date	
Location of activities	

Type of activity for which funding is requested	
Employment / Job Creation *	<input type="checkbox"/>
Training	<input type="checkbox"/>
Employment & Training	<input type="checkbox"/>
Other	<input type="checkbox"/>

*: If you are submitting an employment or job creation proposal, include a complete job description for each position requested.

Background information, Objectives, Activities and Expected Results

1. Provide the necessary background information that will enable us to understand the context of your proposal.

Feel free to provide all the necessary text in another electronic document, if necessary.

Background information and context of the project:

2. What is (are) the objective(s) of your funding request?

Refer to our sponsor documentation that is available electronically for your assistance

Objective(s):

3. Provide a detailed description of the activities that will take place within this funding request.

Use another electronic document if necessary and consult our sponsor documentation for assistance.

Activities:

4. What do you hope to achieve at the end of your activities?

Use another electronic document if necessary and consult our sponsor documentation for assistance.

Expected Results:

Project Costs

This part of the application form is a SUMMARY of all costs involved in your project. Please ensure that you provide us with all the relevant financial details explaining how you arrived at these costs - for each category of expense. We also recommend that you consult our sponsor documentation for the relevant information for each category.

Use a complementary electronic document to provide necessary information related to your costs.

Wages							
Job Title	#	# Weeks	Hours per Weeks	Hourly Rate	Total Costs Coordinator	KRG Rate Department use only	KRG Contribution
					\$ -		\$ -
					\$ -		\$ -
					\$ -		\$ -
1- Total Wage Costs					\$ -		\$ -
Other wage costs (listed on separate document)					\$ -		\$ -
2- Mandatory Employer Related Costs ...16.5%					\$ -		\$ -
Training	3- Training Preparation and Coordination				\$ -		\$ -
	4- Trainer Fees				\$ -		
	5- Purchase of Equipment				\$ -		\$ -
	6- Training Material				\$ -		\$ -
Travel	7- Training Facilities and Equipment Rental				\$ -		\$ -
	8- Trainer Travel				\$ -		\$ -
	9- Trainer Lodging				\$ -		\$ -
	10- Trainer Meals				\$ -		\$ -
	11- Participant Travel				\$ -		\$ -
Special	12- Participant Lodging				\$ -		\$ -
	13- Participant Meals				\$ -		\$ -
	14- Cost for persons with Disabilities				\$ -		\$ -
	15- Other Special costs (must be detailed)				\$ -		\$ -
					\$ -		\$ -
Total before Administration Fees					\$ -		\$ -
Administration Fees							\$ -
Total KRG Contribution							\$ -

Your contribution

Amount or percentage of total amount provided by your organization

Other contribution

Is there any other funding involved in this activity? Yes No

If you have answered yes, please provide the identification of the organizations and the amounts involved

Name of the contact-person who completed the application form

Block letters

Signature

Date the form was completed

____/____/____
dd mm y

Send your application to: otprograms@krg.ca AND request a Delivery + a Read receipt

Work performed by children

Act respecting labor standards (CQLR, c. N-1.1) section 84.2 to 84.7

Regulation respecting labor standards (CQLR, c. N-1.1, r. 3) section 35.1 and 35.2

What the Act says

The Act respecting labour standards contains certain provisions concerning the work performed by children.

The notion of a child

Within the meaning of the *Act respecting labour standards*, a child is a person under 18 years of age. Depending on the child's age, the Act includes specific provisions concerning the type of work that the child can perform and the period during which he can perform it.

A child cannot work during school hours if he:

- is under 16 years of age and does not have his high school diploma from the Ministère de l'Éducation, du Loisir et du Sport (MELS)
- is 16 years of age during the school year. In this case, under the Education Act, he must attend school until the last day of the school year.

For example, a child who turned 16 while in Secondary IV and who is now in Secondary V can hold a job during school hours. He has not been under the obligation to attend school since the last day of the school calendar of the previous year.

When an employer wishes to have work done by a child under 14, he must obtain written authorization from one of the child's parents or his tutor.

Prohibitions concerning the employer

An employer cannot have a child do work that exceeds his capacity or that risks:

- compromising his education
- adversely affecting his health or physical or moral development.

Nor can an employer have a child work at night, namely between 11 p.m. of a given day and 6 a.m. on the following day, unless the child is no longer required to attend school or if the work consists of:

- delivering newspapers

- creating or performing works in one of the following artistic fields (for example, performing arts including theatre, lyric theatre, music, dance, movies, recording of music, etc.)

Employer's obligations

In addition to complying with the aforementioned prohibitions, the employer is required to keep, for a period of three years, the written consent of the parent or of the tutor of the child under 14 years of age in the register of his enterprise. An employer who has work done by a child required to attend school must make sure that his working hours do not prevent the child from attending school during school hours.

An employer who has work done by a child must take into account his place of residence and make sure that his working hours allow him to be at home between 11 p.m. on a given day and 6 a.m. the next morning. However, this requirement does not apply if the child is no longer obliged to attend school.

The employer is also relieved of this requirement when the child works:

- as a creator or performer in the performing arts field including theatre, lyric theatre, music, dance and varieties, films, etc.
- for a social or community organization, such as a vacation camp or a recreational organization, if the child's conditions of employment require that he stay at his employer's establishment and if he is not required to attend school on the following day.

WORK PERFORMED BY CHILDREN

WORK DONE BY CHILDREN CHART

LABOUR STANDARDS SEPARATES THE NOTION OF CHILD IN 3 GROUPS			
FOR EACH GROUP, THE EMPLOYER HAS DIFFERENT RESPONSIBILITIES. ACCORDING TO CHILD'S SITUATION, THE EMPLOYER MUST MAKE SURE THAT:	LESS THAN 16-YEAR-OLD CHILD WITH NO SEC. V DIPLOMA OR HAVING TURNED 16 DURING THE SCHOOL YEAR, BUT BEING COMPELLED TO GO TO SCHOOL UNTIL LAST CALENDAR DAY.	LESS THAN 18 YEAR-OLD CHILD NOT INCLUDED IN PREVIOUS CATEGORIES	LESS THAN 14 YEAR-OLD CHILD
the child does not carry out work that exceeds their capacities, can compromise their education or affects their health or physical and moral development	X	X	X
the child does not work during class hours	X		X
the child's work hours do not prevent them from being at school during class hours	X		X
the child does not work between 11 pm and 6 am unless for newspaper delivery or for creation or interpretation work in the context of art production	X		X
the child's work hours do not prevent them from being at home between 11 pm and 6 am, considering their family residence place, unless for creation or interpretation work in the context of art production or for community work such as in holiday camps or recreational organizations, if the child's work requires them to reside at the employer's premises, in as much as they are not compelled to be at school the day after	X		X
the holder of parental authority or the child's tutor delivers them a written authorisation (to be kept in the logging system)			X

An Act respecting labour standards

DIVISION VI.2

WORK PERFORMED BY CHILDREN

84.2. No employer may have work performed by a child that is disproportionate to the child's capacity, or that is likely to be detrimental to the child's education, health or physical or moral development.

84.3. No employer may have work performed by a child under the age of 14 years without first obtaining the written consent of the holder of parental authority or the tutor.

The employer must preserve the written consent as if it were an entry required to be made in the registration system or register referred to in paragraph 3 of section 29.

84.4. No employer may have work performed during school hours by a child subject to compulsory school attendance.

84.5. An employer who has work performed by a child subject to compulsory school attendance must ensure that the child's work is scheduled so that the child is able to attend school during school hours.

84.6. No employer may have work performed by a child between 11 p.m. on any given day and 6 a.m. on the following day, except in the case of a child no longer subject to compulsory school attendance, in the case of newspaper deliveries, or in any other case determined by regulation of the Government.

84.7. An employer who has work performed by a child must schedule the work so that, having regard to the location of the child's family residence, the child may be at the family residence between 11 p.m. on any given day and 6 a.m. on the following day, except in the case of a child no longer subject to compulsory school attendance or in the cases, circumstances or periods or under the conditions determined by regulation of the Government.

Regulation respecting labor standards

DIVISION VI.1

NIGHT-TIME WORK BY CHILDREN

35.1. The prohibition against employing a child to work between 11 p.m. on any given day and 6 a.m. on the following day does not apply to work that is creation or interpretation in the following fields of artistic endeavour: the performing arts including theatre, opera, music, dance and variety entertainment, the making of films and records and other sound recordings, dubbing and the recording of commercials.

35.2. The requirement that an employer schedule a child's working hours so that, having regard to the location of the child's family residence, the child may be at that residence between 11 p.m. on any given day and 6 a.m. on the following day does not apply in the following cases, circumstances, periods or conditions:

(1) creation or interpretation in the following fields of artistic endeavour: the performing arts including theatre, opera, music, dance and variety entertainment, the making of films and records and other sound recordings, dubbing and the recording of commercials; and

(2) work for a social or community organization, such as a summer camp or a recreational organization, if the working conditions involve lodging at the employer's establishment, provided the child is not required to attend school on the following day.